CONCORDIA UNIVERSITY
COMMERCE AND ADMINISTRATION FACULTY COUNCIL
MINUTES OF MEETING
FRIDAY, MAY 6, 1988

Present: S. H. Appelbaum (Chair)
D. Acland (Acco.), D. Ajmo (CASA), M. Armstrong (Econ.), V. V. Baba (Mana.), R. Curnew (Acco.) I. Devine (Assoc. Dean), J. Doukas (Fina.), A. Farhoomand (DS&MIS), C. Foster (Reg.), Z. Gidengil (Mktg.),J. R. Goodwin (Mana.), S. Hoffman (Lib.), P. Howard (CASA), M. Kaufmann (CASA), J. Kelly (Mana.), M.Kusy (DS&MIS), M. Laroche (Mktg.), G. Martin (Comp.Sci.), R. J. Oppenheimer (Mana.), D. Otchere (Econ.), A. Rahman (Assoc. Dean), F. Simyar (Acco.), T. J. Tomberlin (DS&MIS), R. O. Wills (Assoc. Dean)

Absent with apology: M. Anvari, C. Brown, C. Hamam, R. A. Long, C. A. Ross.

I Call to Order
The meeting was called to order at 09:12.

II Closed Meeting
There were no items on the agenda for a closed meeting.

III Open Meeting

IV Approval of the Agenda (CAFC-88-04A)

IT WAS MOVED BY V. V. BABA AND SECONDED BY Z. GIDENGIL THAT THE AGENDA, CAFC-88-04A, BE APPROVED AS PRESENTED.

THE MOTION WAS CARRIED.

V Approval of Minutes of Previous Meeting (CAFC-88-03M)

IT WAS MOVED BY I. DEVINE AND SECONDED BY M. ARMSTRONG THAT THE MINUTES OF THE FACULTY COUNCIL MEETING HELD MARCH 25, 1988, CAFC-88-03M, BE APPROVED AS PRESENTED.

VI Chair's Remarks and Question Period
The Chair announced that the Distinguished Teaching Award will be presented at the June Convocation Ceremony. He also stressed the importance of the Awards of Distinction Ceremony to be held on Tuesday, May 17, 1988 at 5:00 in the D.B. Clarke Theatre followed by a reception in the Faculty Club and encouraged all faculty members and their spouses to attend.

VII Business Arising from Previous Meeting (CAFC-88-03M)

1. Revisions to major in Accountancy curriculum (CAFC-88-03A-01)

IT WAS MOVED BY R. O. WILLS AND SECONDED BY D. AJMO THAT FACULTY COUNCIL ACCEPT THE COMMERCE UNDERGRADUATE CURRICULUM COMMITTEE RECOMMENDATION TO ADD ACCOUNTANCY 461, ACCOUNTING THEORY, TO THE LIST OF REQUIRED COURSES FOR THE MAJOR IN ACCOUNTANCY REPLACING ONE ELECTIVE COURSE WHICH WOULD SUBSEQUENTLY BE REMOVED.

F. Simyar explained that the Accounting Theory course was the capstone course in Accounting and this revision would increase the number of core courses in the major to 7 and reduce the number of elective courses to 9 while maintaining the same number of courses required for the major.

THE MOTION WAS CARRIED (15 in favor, 0 opposed, 3 abstentions - D. Acland)

VIII Reports from Standing Committees

1. Commerce Graduate Studies Committee

On behalf of C. A. Ross, I. Devine reported that the Faculty is awaiting CREPUQ's response to the external evaluators' report on the M.Sc. program. She further reported that at the next meeting of GSC, the role and purpose of the Graduate Appeals Committee will be discussed as there appears to be concern that the function of the committee is redundant.

2. Commerce Undergraduate Curriculum Committee, CAFC-88-04A-02

IT WAS MOVED BY R. O. WILLS AND SECONDED BY D. AJMO THAT FACULTY COUNCIL ACCEPT THE RECOMMENDATION OF THE COMMERCE UNDERGRADUATE CURRICULUM COMMITTEE TO CORRECT THE PREREQUISITE PREVIOUSLY SUBMITTED FOR FINANCE 467 AS OUTLINED IN DOCUMENTS CAFC-88-04A-02 AND CAFC-88-04A-02B.

THE MOTION WAS CARRIED.

IT WAS MOVED BY R. O. WILLS AND SECONDED BY M. KAUFMANN THAT FACULTY COUNCIL ACCEPT THE RECOMMENDATION OF THE COMMERCE UNDERGRADUATE CURRICULUM COMMITTEE TO INCLUDE THE FOLLOWING STATEMENT IN THE CALENDAR SECTION DEALING WITH THE FACULTY OF COMMERCE AND ADMINISTRATION: "DUE TO THE EXTENSIVE USE OF COMPUTERS IN VARIOUS PROGRAMMES, STUDENTS ENTERING THE FACULTY OF COMMERCE & ADMINISTRATION ARE STRONGLY RECOMMENDED TO HAVE ACCESS TO A PERSONAL COMPUTER."

Professor Wills explained that this is an initial step for preparing students for personal computer access being a requirement for entrance in the future.

THE MOTION WAS CARRIED.

IT WAS MOVED BY R. O. WILLS AND SECONDED BY M. KUSY THAT FACULTY COUNCIL ACCEPT THE RECOMMENDATION OF THE COMMERCE UNDERGRADUATE CURRICULUM COMMITTEE TO EXTEND THE GPA REQUIREMENT TO ALL CERTIFICATE AND MINOR PROGRAMMES IN THE FACULTY OF COMMERCE AND ADMINISTRATION.

R. O. Wills explained that this recommendation is intended to ensure that all Commerce and Administration Programs have a standard GPA requirement.

THE MOTION WAS CARRIED.

IT WAS MOVED BY R. O. WILLS AND SECONDED BY M. KUSY THAT FACULTY COUNCIL ACCEPT THE RECOMMENDATION OF THE COMMERCE UNDERGRADUATE CURRICULUM COMMITTEE TO APPROVE THE NUMBER CHANGE OF FINANCE 314 TO FINANCE 214.

R. O. Wills explained that the two hundred level number reflects the fact that this is a first year course.

THE MOTION WAS CARRIED.

IT WAS MOVED BY R. O. WILLS AND SECONDED BY M. KUSY THAT FACULTY COUNCIL ACCEPT THE RECOMMENDATION OF THE COMMERCE UNDERGRADUATE CURRICULUM COMMITTEE TO APPROVE THE PROPOSAL FOR A REVISED CURRICULUM DESIGN IN THE DEPARTMENT OF DECISION SCIENCES AND MANAGEMENT INFORMATION SYSTEMS AS ARTICULATED IN DOCUMENT CAFC-88-04A-02A.

R. O. Wills noted that the revision is a radical departure from the previous structure which offers two majors, a major in Decision Sciences which provides three streams, Operations Research, Production Operations Management, and Business Statistics, and a major in Management Information Systems. He explained that both majors share a common core of 27 credits, an increase of three credits from the previous core of 24 credits and 15 elective credits dependent on the stream chosen. In addition to the majors, he pointed out that minors in Production Operations Management, Operations Research, Business Statistics and Management Information Systems are offered. Professor Wills drew attention to the requirement for DESC.222 that registrants demonstrate rudimentary skills regarding the use of personnel computers. He stated that this is a new dimension for the Faculty that would be applied to other Faculties concerned with having students acquire a working knowledge of p.c.'s before entering certain courses. He advised that students failing to prove basic p.c. skills would be required to take a short non-credit remedial course, details for which are currently being worked out. In conclusion, Professor Wills advised that the proposal has been

discussed with the Computer Science department, amended to address several concerns and accepted in principle by the Senate Academic Programmes Committee.

In response to a question, A. Farhoomand advised that the requirement for DESC.222 was based on pedagogical reasons as it had been observed that students lacking familiarity with p.c.'s suffered in the course and according to a recent survey, 50% of the students are computer illiterate. It was noted that the cost of the proposed remedial course would be minimal, approximately $20 - $25.

Several members of Council expressed concern with the increase in the number of core courses in that it appeared to be inconsistent with the Faculty' commitment to liberalize the curriculum. R. O. Wills advised that the Curriculum Committee had already persuaded the department to eliminate three credits from the proposed core but had agreed to the 27 credit core for pedagogical reasons. It was pointed out that there are 30 credits required for the major in Accountancy core. With regard to liberalizing the curriculum, R. O. Wills noted that when the curriculum was initially revised, it was recognized that the three year program could not be compared to the four year program in the United States and the strategy is to ensure that students concentrated on a liberal education at the CEGEP level. He further noted that although the CEGEP profile is not within the control of the universities, a strong message can be sent to the CEGEP's that student entering the program with Commerce exemptions will not be any further ahead as they will be directed to make up the exemptions in the Faculty of Arts and Science.

In response to J. Kelly's question as to how the proposed minor programs focus into career paths, M. Kusy advised that the intent of the minor is to supplement and complement a major discipline. As an example, he pointed out the usefulness of Business Statistics in the field of Marketing. Professor Kelly questioned how the minor programs interacted with the core of the program. In particular, he noted that Manufacturing Management is a major area of development and inasmuch as Manufacturing Management is not taught, he asked if corresponding changes had been made to the core. M. Kusy advised that the trend to Manufacturing Management had been anticipated approximately two years ago when the new core was introduced and pointed out the DESC.250 addressed this area. Professor Curnew pointed out that the increase in the minor offering may lead to decreased enrolment in the major program.

In response to D. Ajmo's question with regard to offering DESC.244 in the third semester, reference page I-vii of document CAFC-88-04A-02A, Professor Wills confirmed that the course will be offered in the second semester as usual and the document will be duly revised.

THE MOTION WAS CARRIED (14 in favor, 3 opposed, 3 abstentions)

R. O. Wills introduced the summary of activities of the sub-committee of the Undergraduate Curriculum Committee as outlined in document CAFC-88-04A-05. He advised that this will be a continuing process and predicted that within a year the Faculty would have one of the best core curricula within North America.

The Chair proposed that the Commerce Undergraduate Curriculum Committee, in future deliberations, consider becoming the Commerce Undergraduate Programs Committee with curriculum as one of the cells in addition to many other items. R. O. Wills advised that this issue had been discussed and it had been decided that in vetting programs and courses, the five representatives from the respective departments were most efficient, however, when dealing with such items as computer integration, it was felt that the course coordinators were needed. He noted that the committee plans to discuss the issue further.

Professor Wills advised that in response to CASA's request that the Faculty take measures to facilitate student participation and performance in the Queen's Case Competition, the Department of Management had agreed to offer MANA.495, Special Topics in Business Policy on a trial basis as noted in document CAFC-88-04A-04. He further advised that this issue would be appraised after one year and a recommendation on continuance would then be made to Council.

In conclusion Professor Wills thanked all the members of the Curriculum Committee, in particular, the course coordinators, for their efforts this year.

IX Reports from Faculty Representatives on University Committees

1. University Senate
M. Kusy reported that at the last meeting of Senate the provisional operating budget for 1988-89 was tabled, title changes for a number of departments were approved and the document entitled Internal Distribution of Research Funds was passed.

2. Arts and Science Faculty Council
There was no report.

3. Senate Academic Planning and Priorities Committee
V. V. Baba reported that SAPP had prepared a response to Senate on the budget submission which essentially endorsed the budget and raised several issues for future consideration. He further reported that the Sub-Committee of Faculty Council to study the SAPP planning document has been struck. Professor Baba will chair the Faculty Academic Planning and Priorities Committee composed of the following members: G. Kanaan, Department of Accountancy, L.

Shanker, Department of Finance, W. Taylor, Department of Management, J. Rosenblatt, Department of Marketing, A. Satir, Department of Decision Sciences and MIS. Professor Baba advised that the sub-committee will make its report at the September or October meeting of Faculty Council to accommodate the SAPP deadline, November 1, 1988.

4. Senate Academic Programmes Committee
R. O. Wills reported that the Committee is in the process of vetting submissions from the various Faculties. He advised that a great deal of discussion took place concerning the Arts and Science Faculty's proposal to limit the number of credits first year students can take in the Commerce and Administration Faculty to 6 credits, 3 credits per semester. It was recommended that the name of the Commerce Faculty be eliminated from the statement to avoid appearing discriminatory. The proposal will be further considered by the Arts & Science Faculty Council.

5. Senate Research Committee
There was no report.

6. Senate Academic Services Committee
There was no report.

7. University Library Committee
There was no report.

8. Fellowships, Scholarships and Awards Sub-Committee
A. Farhoomand reported that the committee approved the 1988 entrance scholarships; 33 of the 98 scholarships will be awarded to Commerce students.

9. Sub-Committee on Academic Computer Policy
There was no report.

10. Senate Computer Resources Committee
There was no report.

11. Board of Governors
M. Kusy reported that the Capital Campaign has reached $22.87M. He also advised that Dr. Armand Archambeault had willed some property on St. Germain Street to the University and the Board approved the preliminary designs for the Sir George Williams Library which have been forwarded to the Minister of Higher Education for final approval.

12. Board of Graduate Studies
I. Devine reported that a change in the composition of the Board was approved; the Vice-Rector, Services was added to the members as well as four student representatives. Faculty representation will be as follows: 8 representatives from the Faculty of Arts

and Science and 4 representatives from the other Faculties. Dr. Devine further reported that rules regarding cheating and plagiarism, similar to those of the undergraduate program, were adopted by the Board.

X New Business

Motion concerning M.B.A. alumni representation on Faculty Council, CAFC-88-04A-06

The following resolution was moved by A. Farhoomand and seconded by T. J. Tomberlin:

IN RECOGNITION OF THE IMPORTANCE OF ITS ALUMNI, BE IT RESOLVED THAT THE FACULTY OF COMMERCE AND ADMINISTRATION INCORPORATES THE CONCORDIA MBA ALUMNI ASSOCIATION INTO ITS MISSION. THE ASSOCIATE DEAN, ADMINISTRATION, WILL REPRESENT THE INTERESTS AND VIEWS OF THE ASSOCIATION AT FACULTY COUNCIL AND OTHER UNIVERSITY BODIES. IN ADDITION, THE FACULTY WILL PROVIDE THE ASSOCIATION WITH ADMINISTRATIVE AND CLERICAL SUPPORT.

During the ensuing discussion, the provision of administrative and clerical support was clarified as being assistance from CASS and with regard to the Faculty mission, the mover and the seconder agreed to the recommendation that the motion be amended to read: "...to integrate the objectives of the Concordia M.B.A. Alumni into its mission...". D. Ajmo advised that by September 1988 it is expected that an undergraduate alumni association will be in place.

THE MOTION AS AMENDED WAS CARRIED.

XI Other Business

1. Elections, CAFC-88-04A-01

Dr. A. Hochstein was elected by acclamation to serve as Faculty Representative on the Board of Graduate Studies for a three year term, June 1, 1988 - May 31, 1991.

Dr. D. Acland was elected by acclamation to serve as Faculty Representative on the Arts & Science Faculty Council for a one year term, June 1, 1988 - May 31, 1989.

Dr. M. Anvari was elected by secret ballot to serve on the University Senate for a three year term, June 1, 1988 - May 31, 1991.

Dr. B. Ashforth was elected by acclamation to serve on the University Library Committee for a one year term, June 1, 1988- May 31, 1989.

Dr. J.-M. Bourjolly was elected by acclamation to serve on the Committee on Academic Computer Policy for a one year term, June 1, 1988 - May 31, 1989.

Dr. D. Kira was elected by acclamation to serve on the Senate Computer Resources Committee for a one year term, June 1, 1988 - May 31, 1989.

Dr. C. Bayne was elected by acclamation to serve as Faculty Elections Officer for a two year term, June 1, 1988 - May 31, 1990.

Professors B. Barbieri and R. Curnew were elected by acclamation to serve on the Faculty Appeal Committee for Academic Re-Reads and Re-Evaluations for a one year term, June 1, 1988 - May 31, 1989.

Professors G. Pederzoli, B. Markland and G. S. Rajan were elected by acclamation to serve on the Undergraduate Student Request (& Appeals) Committee for a one year term, June 1, 1988 - May 31, 1989.

It was agreed that the election for the Faculty Council Steering Committee be held at the September 1988 meeting of Faculty Council.

2. Election Procedure for 1 part-time faculty representative for the 1988-89 Faculty Council, CAFC-88-04-04

It was agreed that the election for the part-time faculty representative will take place in September 1988.

3. CASA - preparation for Inter-Collegiate Business Competition, CAFC-88-04A-08.

D. Ajmo requested assistance from faculty members in recruiting students to participate in the Competition.

The Chair stressed the importance of having a quorum at the May 20th Faculty Council meeting which will include the approval of the spring 1988 graduates.

IT WAS MOVED BY R. O. WILLS AND SECONDED BY D. AJMO THAT THE MEETING BE ADJOURNED.

The meeting was adjourned at 10:50.

The next meeting of Faculty Council will take place on Friday, May 20th, 1988 at 09:30 in room H769, Sir George Williams Campus.